

**NOTICE OF VERIFICATION FOR BUILDING PLAN REVIEW AND INSPECTION  
COMPLETION FOR OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT  
[OSHPD 3] REQUIREMENTS**

**I. Clinics**

**422A.1 Scope –**

- Primary-care clinics: include free clinics, community clinics, employee clinics and optometric clinics
- Birthing clinics
- Specialty clinics: clinics include surgical clinics, chronic end-stage renal dialysis clinics and rehabilitation clinics
- Psychology clinics

**422A.2 Application –**

- Currently adopted codes

**II. Basic Clinic Facilities General Construction**

Clinics shall comply with Section 420A.4 in 2001 CBC wherever possible

<b>CODE SECTIONS</b>	<b>AREAS</b>	<b>REQUIREMENTS</b>
422A.5.1	Corridor/Hallway Systems	Shall connect all essential services
422A.5.2	Rehabilitation clinic corridors/hallways	Shall be at least 5' wide with handrails on both sides See Chapter 10 for corridor, hallway, stair, exit and occupancy requirements
422A.6.1	Doors for patient use	Shall be not less than 3' wide Where patients are transported by wheeled stretchers, doors shall have a min. opening of 44"
422A.6.2	Pocket doors	Not permitted except for administrative areas
422A.7	Windows & Screens	Protection against entrance of insects, screens of 16 meshes per inch shall be installed on operable windows
422A.8.1	Ceiling Height	Minimum 8' except in closets, toilet rooms and bathrooms shall be not less than 7'
422A.8.2	Min. height with fixed ceiling equipment	Ceiling-mounted major fixed equipment or ceiling-mounted surgical light fixtures shall have ceiling heights to accommodate the equipment or fixtures and their normal movement
422A.9.1	Interior floor finishes	Shall be smooth, water resistant and durable Upon written, appropriately documented request, the City may grant approval of carpet installation
422A.9.2	Materials and textures of bases	Shall minimize moisture infiltration Wood bases are prohibited except in waiting areas and administration departments
422A.9.3	Wall bases in operating rooms, cast rooms, and other areas frequently subject to wet-cleaning methods	Shall be made integral and coved with the floor Construction shall be without voids at the intersection of floor and wall surfaces
422A.10	Interior wall finishes Ceiling finishes (areas subject to wet cleaning)	Shall be smooth, washable and durable Refer to Table 420A-A
422A.11.1	Elevator in buildings over one story in height	Shall provide at least one elevator not less than 68" x 54" car inside dimensions, see Section 3003.4

### III. Basic Clinic Facilities General Construction continues

CODE SECTIONS	AREAS	REQUIREMENTS
422A.11.2	Elevators used for routine transport of wheeled stretchers	Shall have minimum inside platform dimensions of 5' x 8' and a minimum clear door opening of 3'-8"
422A.12.1	Lockable room or screened enclosure for the washing and cleaning of garbage containers and for the storage of garbage, trash and other solid wastes	At least 25 square feet A concrete floor with a curb and with a drain connected to the sewer Steam or hot and cold water supplies in accordance with the CPC The least dimension of wall shall be 4' in length This amount of space may increase or decrease when approved by the City to accommodate the necessary equipment and operations
422A.12.2	Trash compactor systems	Shall meet the drainage and wash-down requirements under Section 422A.12.1
422A.13	Gravity-type laundry and trash chutes	Shall have a minimum diameter of 2' and shall be designed to prevent distribution of airborne contaminating elements to all floors served

### IV. Primary Care Clinics

Additional requirements in addition to the basic clinic facilities in the following facilities

#### 422A.14 Abortion Services –

AREAS	REQUIREMENTS
Post-abortion recovery area	Min. 60 sq. ft. per recovery bed with cubical curtains for patient privacy Space for patient's clothing and personal items
Room or private area for pre- and post-abortion counseling	Min. 60 sq. ft.

#### 422A.15 Clinical Facilities –

AREAS	REQUIREMENTS
Examination rooms	Min. 70 sq. ft., the least dimension 7', excluding vestibule, toilet closet and work counter
Treatment rooms for minor surgical procedures and cast procedures, if provided	Min. 120 sq. ft., the least dimension 10', excluding vestibules and work counters Treatment rooms used for aspiration abortion may be sized as examination rooms
Examination and treatment rooms including those used for abortion	Equipped with hand-washing fixtures Rooms used for routine examinations or where surgical procedures are not performed may be equipped with fixtures having wrist or elbow controls
Provide spaces for	Charting and storage of clinical records Lockable drug distribution station with space for a refrigerator
Utility room	Contains storage, sinks, work counter and separate clean and soiled linen hampers Shall be designed for the separation of clean and dirty work areas Separate clean and soiled utility rooms may be designed

### V. Birthing Clinics

Additional requirements in addition to the basic clinic facilities and the provisions of Sections 422A.17.4, 422A.17.5 and 422A.17.6 in birthing clinics

#### 422A.16 Birthing Clinics

AREAS	REQUIREMENTS
Birthing Room	Min. 156 sq. ft., the least dimension 12'
Adjoining Toilet Room	Provide a nurses' call system and a lavatory
Patient shower	Direct access
Hand-washing fixture	Located within or directly outside the room If located within the room, the fixture may be screened or within openable casework.

**422A.16 Birthing Clinics continues**

<b>AREAS</b>	<b>REQUIREMENTS</b>
Nurses' call system	Provide system to alert the nearest continually staffed nurses' station
Lighting at work surfaces	Illumination of 1076 lux (100 footcandles) and dimmer switches may be used
Provisions for	Oxygen and suction capabilities, portable or piped, Space for a crash cart Space for supplies and equipment, as well as separate spaces for clean and soiled linen

**VI. SPECIALTY CLINICS****422A.17 Surgical Clinics**

<b>CODE SECTIONS</b>	<b>AREAS</b>	<b>REQUIREMENTS</b>
422A.17.1	Operating rooms	Min. 270 sq. ft. and the least dimension of 15' Provide clock and elapsed timer and X-ray film illuminator
422A.17.2	Cast, fracture, and cystoscopic rooms, if provided	Min. 180 sq. ft. The least dimension 11'
422A.17.3	Scrub sinks	Min. 2 scrub sinks in a surgical unit containing 1 operating room 4 scrub sinks in surgical units containing 2 operating rooms 1 additional scrub sink for each additional operating room
422A.17.3.1	Clock	1 direct-wired or battery-operated clock or other equivalent timing device shall be visible from the scrub-up sinks
422A.17.4	Clean-up room	1 hand-washing fixture and work space which is separate from any surgical sterilizing facilities Provide 24 sq. ft per operating room up to 8 operating rooms with the least dimension of 6' Soiled work area of the central sterile supply may be used as clean-up room
422A.17.5	Cart storage	Space for clean and soiled cart storage shall be provided if a case cart supply system is proposed
422A.17.6	Janitors' closet	Min. 15 sq. ft., service sink for the surgery suite, serve no other areas
422A.17.7	Lockers	Separate dressing rooms with lockers, showers, lavatories and toilets shall be provided for male and female staff
422A.17.8	Support spaces	A surgical supervisor's station A sterile supply storage facility stretcher Instrument storage facilities
422A.17.9	Outpatient change area	A separate space with clothing storage, toilets, sink space for clothing change and gowning area
422A.17.10	Postanesthesia recovery	Min. 70 sq. ft. per bed, exclusive of nurses' control area and storage Space for a nurses control desk, signal system annunciator, charting space, lockable medicine cabinet, refrigerator and handwashing fixture Separate storage space min. 10 sq. ft. for clean and soiled linen, supplies and equipment Provisions for piped or portable oxygen and suction systems at each bed location
422A.17.11	Central sterile supply	Soiled work area - min. 50 sq. ft. Clean work area - min. 50 sq. ft. Provide separation of soiled or contaminated supplies and equipment and clean work areas Space for sterilizing equipment Separate storage space for sterile supplies and unsterile supplies All sterilizers and autoclaves, except small instruments sterilizers which emit steam exhaust, shall be vented to the outside of the building. Such vent shall be independent from the plumbing vent system

**422A.18 Chronic Dialysis Clinics**

<b>AREAS</b>	<b>REQUIREMENTS</b>
Dialysis areas	Min. 100 sq. ft., inclusive of aisles, per bed or station
Nurses' station	Equipped with a cabinet, a desk, space for records, a telephone, and a specifically designated and well-illuminated medicine storage compartment with a lockable door
Utility room	For the separation of clean and dirty work areas and shall include work counters and cabinets

**422A.18 Chronic Dialysis Clinics continues**

<b>AREAS</b>	<b>REQUIREMENTS</b>
Isolation room	Min. 100 sq. ft.
Provisions of	Waiting area, Storage space for supplies and equipment, Separate secure storage for all contaminated materials, Staff lockers and change areas with toilets, Separate clean and soiled linen storage, Space for admitting, business and administration areas
Private room or office	Shall be near or contiguous with the unit for conference space for patients and staff
Equipment room	Sized to accommodate the pumps, central distribution equipment and any other necessary equipment
Patient toilets	Directly accessible and equipped with bedpan flushing attachments
Janitors' closet	Min. 15 sq. ft. with service sink and storage space
Home training room, if provided	Min. 110 sq. ft. enclosed floor space At least 1 handwashing fixture
Nurses' station serves up to 8 patient beds Isolation room Utility room Dialysis water feedlines	At least 1 handwashing fixture in each of these areas 1 additional handwashing fixture for every 8 patients, or fraction thereof, not served by the nurses' station fixture

**422A. 19 Rehabilitation Clinics**

Additional requirements in addition to the basic clinic facilities in the following facilities

<b>CODE SECTIONS</b>	<b>AREAS</b>	<b>REQUIREMENT</b>
422A.19.1	Occupational therapy service space	Min. 300 sq. ft., the least dimension of 12' An office space separate from the treatment area Storage space for equipment and supplies, as well as separate spaces for clean and soiled linen Handwashing sink
422A.19.2	Physical therapy service space	Min. 300 sq. ft., the least dimension of 12' An office space, separate from the treatment area A min. of 1 handwashing sink in the treatment area Storage space for equipment & supplies, as well as separate spaces for clean and soiled linen
422A.19.3	Audiology service space	Min. of one two-room testing suite that meets Standards S-3.1, 1960 (R-1971), Criteria for Background Noise in Audiometer Rooms, of ANSI Space for tables and chairs to conduct interviews, consultations and treatment Storage space for equipment and supplies Handwashing sink in each treatment area
422A.19.4	Speech pathology	Space for tables and chairs to conduct interviews, consultations and treatment Storage space for equipment and supplies Handwashing sink in each treatment room

**VII. Psychology Clinics**

<b>CODE SECTION</b>	<b>REQUIREMENTS</b>
422A.20	At least an interview room, consulting room and group therapy room in addition to meeting the basic clinic requirements

**VIII. Health Facility Systems**

Refer to Section 423A for applicable code requirements of systems used in health care facilities.

The City of San Jose has provided building plan review verification under OSHPD 3 requirements, for the clinic located at \_\_\_\_\_ on this date \_\_\_\_\_ by this plan examiner \_\_\_\_\_.

The City of San Jose has provided building inspection verification under OSHPD 3 requirements, for the clinic located at \_\_\_\_\_ on this date \_\_\_\_\_ by this inspector \_\_\_\_\_.